

**Glenshire Devonshire Residents Association
Board of Directors Meeting
Agenda
May 10, 2017 6:00 P.M.
Glenshire Clubhouse 15726 Glenshire Dr, Truckee, CA 96161**

I. Call to Order and Roll Call:

Board members: President: Pam Stock // Vice President: Jamie Brimer // Treasurer: Sally Lyon // Secretary: Martha Frantz // Director at Large: Mike Canney

II. Pledge of Allegiance:

III. Property Owner Comments

(Items not on the agenda)

This time is set aside for any GDRA member in good standing to address the board on any matter not on the agenda. Testimony related to any agenda item should be addressed at the time that item is considered. Each speaker will be limited to 3 minutes but speaker time may be reduced at the discretion of the board President. The board may take no actions on items brought up at this time but may request that they be placed upon the agenda for a future meeting.

IV. GDRA Board Member Comments

This time is set aside to provide any sitting member of the GDRA board to suggest / request new or previous items for future agendas. At this time GDRA board members may request that items on the agenda be moved on the agenda to serve the interest of the attending members of GDRA.

V. Presentation

1. No presentations

VI. Workshop and Discussion

Discussions will use the following format: (a) staff report, (b) board discussion (c) GDRA Homeowners comments (*comments should be limited to 3 minutes*) (d) board deliberation and action.

2. Code of Fed. Reg. 100.7(a)(1)(iii) Harassment and discrimination claims

Why is this item on the agenda?

Effective October 14, 2016 board of directors are required to address members' claims of harassment on the basis of race, color, religion, national origin, sex, familial status, and disability. This includes harassment by other residents, board members, managers, and vendors. The law requires that boards take prompt steps to investigate and end harassment. See enclosed for full text on the new law.

Staff recommends that board contacts legal counsel to adopt rules to address this new Federal Law. The policies need to cover the reporting and investigation of alleged harassment. The policies need to include procedures for adopting findings and taking appropriate actions. The GDRA Board of Directors should be aware and consider budgeting and or financial burdens of this new Federal Law.

3. Defining CC&R Section 1.26 "Single Family Residential Use"

Why is this item on the agenda?

A board member has requested that the BOD further narrow in on this definition and its intent taking into considerations of all CC&R's including but not limited to 1.26 / 2.03(a) / 2.04(a) / 8.01 / 8.07

4. Dark Sky Lighting CC&R 6.10 Town of Truckee Code 18.30.060

Why is this item on the agenda?

Requested by two board members at the April 12, 2017 for discussion on possible cost solutions and continued progress on a respectful place to live.

5. GDRA to host a cardboard recycling container
Why is this item on the agenda?
Glenshire owner requesting that GDRA host a cardboard recycling container
GDRA has hosted a cardboard recycling container in the past. It turned into a general garbage drop off as it was not monitored. If the board should proceed it should consider building an enclosure to limit excess garbage issues, address cost of hosting container and staff labor for general cleanup and snow shoveling costs.
6. Need board members (2) to work Dumpster Day Saturday June 10th 6:45 to 2:00
Why is this item on the agenda?
We have had a hard time filling staff positions; several factors include higher prevailing wages, school still in session, activities, low unemployment rate....
7. Pool open house
Why is this item on the agenda?
Suggested by an owner. This day is designed for members who have not participated in the use of the pool facility. We are trying to reach out so that members can attend and discover what they are paying for with the special assessment and participate in the pool facility.
Program:
 - All Glenshire residents in good standing can attend the pool for no charge for the day
 - \$800 for drinks and snacks
 - Costs of Increase in staffing for the day
 - Last year the GDRA board decided not to entertain a pool facility open house to keep costs down.

VII. Community Update

These items are updates on committees, community projects, and other items that may be of interest to the GDRA board of directors or the community. The GDRA board may choose to motion to consent that the items were reviewed or a board member or a member in attendance may ask to pull items for discussion.

8. General Manager's report
9. Manager's CACM certification
10. Copies of Correspondence
11. Design Review Committee Meeting Minutes
12. Monthly financial report
13. Follow up on board e-mails see CA civil code 4910(b)
14. Approval of Minutes of April 12, 2017 meeting

VIII. Executive session

(This time is set aside to discuss litigation, contracts with non-owners, owner discipline and personnel matters requested by any member who may be subject to a fine, penalty, or other form of discipline, and the member shall be entitled to attend the executive session.) Civil code 4935

Format:

Any person listed in this session has the right to attend, have the session kept private by asking the board to remove from the room any persons not involved with any individual subject. The board has the right to remove all parties except the property owner on title from the meeting. The board may ask staff to brief them on the subject. Owners will be limited to 3 minutes to comment but speaker time may be reduced at the discretion of the board President. The owner shall leave after they have made their statement and the board may deliberate on the subject. The board shall deliver a written (email, fax, first class or other similar) outcome of the deliberation within 5 days. (CC&R 13.06(d))

15. Contract for parking lot repairs and sealing
16. Copies of tree removal contracts

Discussion and possible action properties:

17. Unit 1 Lot 043
18. Unit 2 Lot 203
19. Unit 3 Lot 146
20. Unit 4 Lot 522

Consent items:

21. Copies complaints
22. Unit 3 Lot 127
23. Unit 3 Lot 167
24. Unit 4 Lot 328
25. Unit 4 Lot 407
26. Unit 4 Lot 494
27. Minutes of April 12, 2017 executive session

Board approval to send "Meet and Confer" Letters to the following properties as provided by CA civil code 5915 and GDRA's Delinquent Assessment Collection Policy (re: Special Assessment payments):

28. 2-103 / 2-246 / 3-023 / 3-113 / 3-297 / 4-100 / 4-178 / 4-429 / 4-494
29. Manager's job description

X. Adjournment